

APRIL 18, 2016

The Board of Supervisors of Clinton County, Iowa, met. Present were Supervisors Srp, Hamerlinck and Staszewski. Minutes of the previous meeting were read and approved.

#### REPORTS

The March 2016 monthly and the 3<sup>rd</sup> Quarter FY2016 reports of the Commission of Veterans Affairs, submitted by Ed Staszewski, Director, were presented, approved and filed.

The 3<sup>rd</sup> Quarter FY2016 report of the Sheriff's Fees and Expenses, submitted by Rick Lincoln, Clinton County Sheriff, was presented, approved and filed.

9:00 A.M. Review Correspondence and Claims

9:15 P.M. FORMAL ACTION: Resolutions and Motions

#### CONSENT AGENDA

The following Resolutions #2016-67 and #2016-68 and Motion was approved on the Consent Agenda:

##### RESOLUTION #2016-67

WHEREAS, Richard C. Lampe, II has petitioned for property tax suspension under provision of Code of Iowa, Section 427.8, on the following described property:

631 9<sup>th</sup> Ave. South, Clinton IA

Parcel #80-36860000

WHEREAS, eligibility for said suspension has been verified by Kim Ralston, CAP Director.

BE IT RESOLVED by the Clinton County Board of Supervisors that tax suspension [for the collection of taxes, special assessments, and rates or charges, including interest, fees and costs] be and is hereby approved and the County Treasurer is authorized to make entry on her records accordingly, all under provision of Section 427.8, Code of Iowa.

BE IT FURTHER RESOLVED that tax suspension under provision of Section 427.8, Code of Iowa, is for the 2015 Assessment Year and all prior years and it is the responsibility of the petitioning taxpayer to reapply for further tax suspension.

Roll Call:

Staszewski: Yes

Hamerlinck: Yes

Srp: Yes

Daniel A. Srp, Chairperson

##### RESOLUTION #2016-68

WHEREAS, Kathleen Shieler has petitioned for tax suspension under provision of Code of Iowa, Section 427.9, on the following property:

1120 5<sup>th</sup> Street, DeWitt IA

Parcel #20-09450000

WHEREAS, eligibility for said suspension has been verified by the Iowa Department of Human Services.

BE IT RESOLVED by the Clinton County Board of Supervisors that tax suspension (for the collection of taxes, special assessments, and rates or charges, including interest, fees and costs) be and is hereby approved and the County Treasurer shall make entry on her records accordingly, all under provision of Section 427.9, Code of Iowa.

BE IT FURTHER RESOLVED that tax suspension under provision of Section 427.9, Code of Iowa, is for the 2015 Assessment Year and all prior years and it is the responsibility of the petitioning taxpayer to reapply for further tax suspension.

Roll Call:

Staszewski: Yes

Hamerlinck: Yes

Srp: Yes

Daniel A. Srp, Chairperson

Motion was made by Supervisor Hamerlinck to authorize Kim Ralston, Community Assistance Programs Director, to be the Board of Supervisors authorized signatory for the County Substance Abuse Prevention Programs grants and applications.

Roll Call:

Staszewski: Yes

Motion carried.

Hamerlinck: Yes  
Srp: Yes

UNFINISHED BUSINESS

GENERAL PUBLIC

DEPARTMENT HEADS, ELECTED OFFICIALS AND EMPLOYEES

County Auditor Eric Van Lancker reported absentee voting for the May 3 jail referendum continues this week and that satellite voting at the Satellite Office in DeWitt will be available this Wednesday and Saturday.

DISCUSSION WITH POSSIBLE ACTION

Consider Proposed Purchase by Sheriff’s Office of Video Surveillance Equipment from the Public Safety Special Levy (Room and Board Fund): Lt. Craig Eberhart, Jail Administrator, reported there is not video recording in the booking room in the jail. He said there have been some incidents where video recordings would have been helpful. He said Board approval is required to spend the Public Safety Special Levy funds according to the Code of Iowa.

The following resolution was presented and on motion approved:  
RESOLUTION #2016-69

WHEREAS, Iowa Code Chapter 356.7 details the collection and disbursement of funds pertaining to the Public Safety Special Levy, also known as Room and Board, and

WHEREAS, Chapter 356.7(5) states that the Sheriff may submit a plan or recommendation to the County Board of Supervisors for the use of the funds as provided in this subsection or the Sheriff and Board may jointly develop a plan for the use of the funds; and

WHEREAS, County Jail Administrator Lt. Craig Eberhart recommends adding a video recording system into the Jail booking office as it has been identified as a high liability area; and

WHEREAS, County Sheriff Rick Lincoln certifies that the proposed project meets the requirements of Iowa Code, Chapter 356.7; now

NOW, THEREFORE BE IT RESOLVED by the Board of Supervisors of Clinton County, Iowa, that the Sheriff is authorized to purchase video-recording equipment for the Jail not to exceed \$4,500.00 using Room and Board funds.

Roll Call:

Staszewski: Yes  
Hamerlinck: Yes  
Srp: Yes  
Daniel A. Srp, Chairperson

Consider a Proposed County Procurement Policy: Van Lancker reported this policy has come about as a requirement for a recently awarded federal grant to EMA for assistance to update the County’s Hazardous Mitigation Plan. He added the County Attorney has reviewed the policy.

The following resolution was presented and on motion approved:  
RESOLUTION #2016-70

WHEREAS, it is in the best interest of Clinton County to establish and review policies from time to time; and

WHEREAS, the Clinton County Board of Supervisors desires to provide guidance and assurances to follow local, state and federal guidelines when applicable for purchases made by the County; now

THEREFORE BE IT RESOLVED by the Clinton County Board of Supervisors that the Clinton County Procurement Policy filed in the County Auditor's Office be and is hereby adopted effective this date;

BE IT FURTHER RESOLVED that this policy be distributed by the County Auditor's Office to all County elected officials and department heads.

Roll Call:

Staszewski: Yes  
Hamerlinck: Yes  
Srp: Yes  
Daniel A. Srp, Chairperson

Consider a Proposed County Code of Conduct (Conflict of Interest) Policy: Van Lancker reported this policy has come about as a requirement for a recently awarded federal grant to EMA for assistance to update the County's Hazardous Mitigation Plan. He added the County Attorney was sent a copy of the policy, but had not yet responded.

The following resolution was presented and on motion approved:

RESOLUTION #2016-71

WHEREAS, it is in the best interest of Clinton County to establish and review policies from time to time; and

WHEREAS, the Clinton County Board of Supervisors desires to provide guidance and assurances to follow federal guidelines when applicable when an officer, employee or agent of the County engages in the award or administration of contracts supported by federal grant funds; now

THEREFORE BE IT RESOLVED by the Clinton County Board of Supervisors that the Clinton County Code of Conduct Policy filed in the County Auditor's Office be and is hereby adopted effective this date;

BE IT FURTHER RESOLVED that this policy be distributed by the County Auditor's Office to all County elected officials and department heads.

Roll Call:  
Staszewski: Yes  
Hamerlinck: Yes  
Srp: Yes  
Daniel A. Srp, Chairperson

Plan for Custodial Services at the DHS Building due to a Retirement: County Building Maintenance Manager Corey Johnson reported a retirement will be taking place in his department. He said they have reviewed the job duties and researched if a full-time County employee is needed or if a contractor could be engaged for less cost. Johnson said contracting the work would save the County approximately \$16,000 a year. He said the downside is not having someone there during the day in a high-traffic office area. Johnson said his staff could report to the building during the day if needed. The Board of Supervisors generally agreed with contracting the service, but would like to see how formal bids would be filed. Hamerlinck expressed concern of quality of work when contracting so he would like the contract written in such a way that would allow the County to terminate the contract if needed.

Motion was made by Supervisor Hamerlinck to authorize building maintenance to advertise for bids to contract the custodial work at the DHS building.

Roll Call:  
Staszewski: Yes  
Hamerlinck: Yes  
Srp: Yes

Motion carried.

Discussion on Safety Fence Options for the Retaining Wall Project at the Administration Building: Johnson said the rail is budgeted in the project. It will be designed to keep people off the top of the wall. He said the rail on the top of the wall on the south side of the building is the responsibility of the City of Clinton. Johnson said it sounds like their rail will be a basic chain link fence. Johnson said he told the City that the County would like the rail to match the wall on the north end. Johnson also thanked the Secondary Roads department for their assistance with the project. Srp said the cooperation between departments in this instance has saved several taxpayer dollars.

Motion was made by Supervisor Hamerlinck to move forward with the fence railing as presented by IIW.

Roll Call:  
Staszewski: Yes  
Hamerlinck: Yes  
Srp: Yes

Motion carried.

9:30 A.M. Clinton County Local Road Safety Plan – Clinton County Engineer Todd Kinney

Kinney distributed and reviewed the executive summary of the Local Road Safety Plan.

The Board of Supervisors adjourned to meet on Monday, April 25, 2016.

Eric Van Lancker, County Auditor Daniel A. Srp, Chairperson

-APPROVED-

County Auditor

Chairperson